

SUMMARY SHEET

I. Description of Item

This amendment with Casto Information Systems, Inc. (CIMS) is to provide annual licenses, maintenance and support of hardware and software that support the County's document management system.

This system, which is used by various departments of County government was purchased to minimize paper and widen distribution of data, while reducing overall cost.

The departments currently using this system: The Board of Commissioners, Human Resources, Information Technology, Mayor's Office, General Sessions Court, Various Clerk's Offices, Archives and Public Records, County Clerk for Business Taxes, the Public Defender's Office and various other offices throughout Shelby County.

Because of ongoing deployment of new licenses for Liquid Office and scanners in various departments, the maintenance has increased significantly.

II. Source and Amount of Funding

A. Amount Expended/Budget Line Item

\$181,087.20 from Account No. 010-201804-6780, Operations and Maintenance

B. All Costs (Direct/Indirect):

Same as above

C. Additional or Subsequent Obligations or Expenses of Shelby County:

None

III. Contract Items

A. Type of Contract: **Maintenance and Support**

B. Term: **July 1, 2008 through June 30, 2009**

IV. Additional Information Relevant to Approval of this Item

EOC-V-0908-11863

NOTE: This amount reflects an increase of \$52,931.00 over last fiscal year maintenance cost due to the additional systems covered under the maintenance contract.

